



**SENIOR CITIZENS ADVISORY BOARD
AGENDA**

Regular Meeting

Tuesday, September 19, 2017 • 9:00 a.m. San Bruno Senior Center 1555 Crystal Springs Road, San Bruno

WELCOME TO OUR ADVISORY BOARD MEETING: If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. REVIEW OF AGENDA:**
- 4. APPROVAL OF MINUTES:** August 15, 2017
- 5. CONSENT CALENDAR:**
- 6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.
- 7. NEW BUSINESS:**
 - a. Treasurer's Report – August 2017
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data
 - c. Receive and File Minutes of Events Committee (Tessier)
 - d. Purchase of Memorial Bench at the Bocce Ball Court
 - e. Board Input on Repair/Replacement of Senior Center Multi-Purpose Floor (Burns-Oral)
- 8. UNFINISHED BUSINESS:**
 - a. Update on Senior Center Construction (Brewer – Oral)
 - b. Update on Bocce Ball Court Replacement (Brewer - Oral)
- 9. ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS**
- 10. ITEMS FROM STAFF:**
- 11. ADJOURNMENT**

**** POSTED PURSUANT TO LAW ****



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Senior Citizens Advisory Board August 15, 2017

1. **Call to Order/Roll Call:** Chair Goff called the meeting of the Senior Citizens Advisory Board to order at 9:01 a.m. Board Members Present: Chair Goff, Vice Chair Green, Carmichael, Hayes, Luzaich, and Tracey and Treasurer Hornung. Staff Present: Brewer and Tessier.
2. **PLEDGE OF ALLEGIANCE:** Chair Goff led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **APPROVAL OF MINUTES:** **MSC Luzaich/Carmichael** to approve the minutes of the July 18, 2017 meeting. Approved unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **CONDUCT OF BUSINESS:**
 - a. Treasurer's Report – July 2017 Treasurer's Report filed for audit.
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – Monthly Information and Referral Report and Nutrition Site Report were distributed and reviewed, received, and filed for July 2017.
 - c. Receive and File Minutes of Program Committee and Events Committee – Supervisor Tessier informed the Board that September is fall prevention month and has scheduled a "Step Up" class that talks about this topic for September 22, 2017.
8. **UNFINISHED BUSINESS:**
 - a. Update on Senior Center Construction – Superintendent Brewer said that the first part of the demolition should be complete by the end of the week. There is no current date for the reconstruction to begin but once it does, staff anticipates that it will take two months.
 - b. Update on the Bocce Ball Court Replacement – Superintendent Brewer reminded the Board that the budget for the bocce ball court replacement was in the current fiscal year budget and they were expecting work to start in October.

9. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** Board Member Hayes asked about the replacement of the deck and when that would take place. Superintendent Brewer replied that the deck project will begin after the reconstruction of the Senior Center. Board Member Hayes asked if both projects can run concurrent and Superintendent Brewer replied that she would ask Public Works staff if that's possible and update the Board at their next meeting. Board Member Carmichael asked if the City will be making a donation to St. Robert's Church for the use of their facility to continue running the Senior Center Lunch Program. Superintendent Brewer replied that staff was working with St. Robert's Church on some type of reimbursement and that it would not be paid from the Senior Advisory Board Fund.
10. **ITEMS FROM STAFF:** Superintendent Brewer updated the Board on the transfer of the lunch program from St. Robert's Church to the Veterans Memorial building. She also updated the Board on the locations for some of the classes during the time of the reconstruction of the Senior Center. Superintendent Brewer told the Board that the Senior Center Coordinator position would be opening by the end of the week, and there would be an interim staff member temporarily filling that position.
11. **ADJOURNMENT:** Chair Goff adjourned the meeting at 9:39 a.m.

Respectfully Submitted,
Ludmer Aker
Executive Assistant
City of San Bruno

SENIOR ADVISORY BOARD TRUST FUND REPORT

AUGUST 31, 2017

Checking Account Balance 7/31/2017	\$ 13,516.36	
Interest	\$ 0.51	
Deposit	\$ -	
Checks	\$ -	
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Checking Account Balance 8/31/2017		\$ 13,516.87
Amount held at City of San Bruno prior 7/1/2013		\$ 103,932.20
Amount held at City of San Bruno July 1, 2013-June 30, 2017		\$ 56,499.44
Amount deposited to City since 7/1/2017	\$ 667.55	
Deposit made to City account August	\$ 186.25	
Deposit made to City account August	\$ 85.05	
Deposit made to City account August	\$ 417.25	
Deposit made to City account August	\$ 208.50	
Amount deposited to City this fiscal year		\$ 1,564.60
TOTAL NET WORTH AUGUST 31, 2017		\$ 175,513.11

2017-18 Information and Referral Statistics

[illegible]

Class Attendance - July 2017

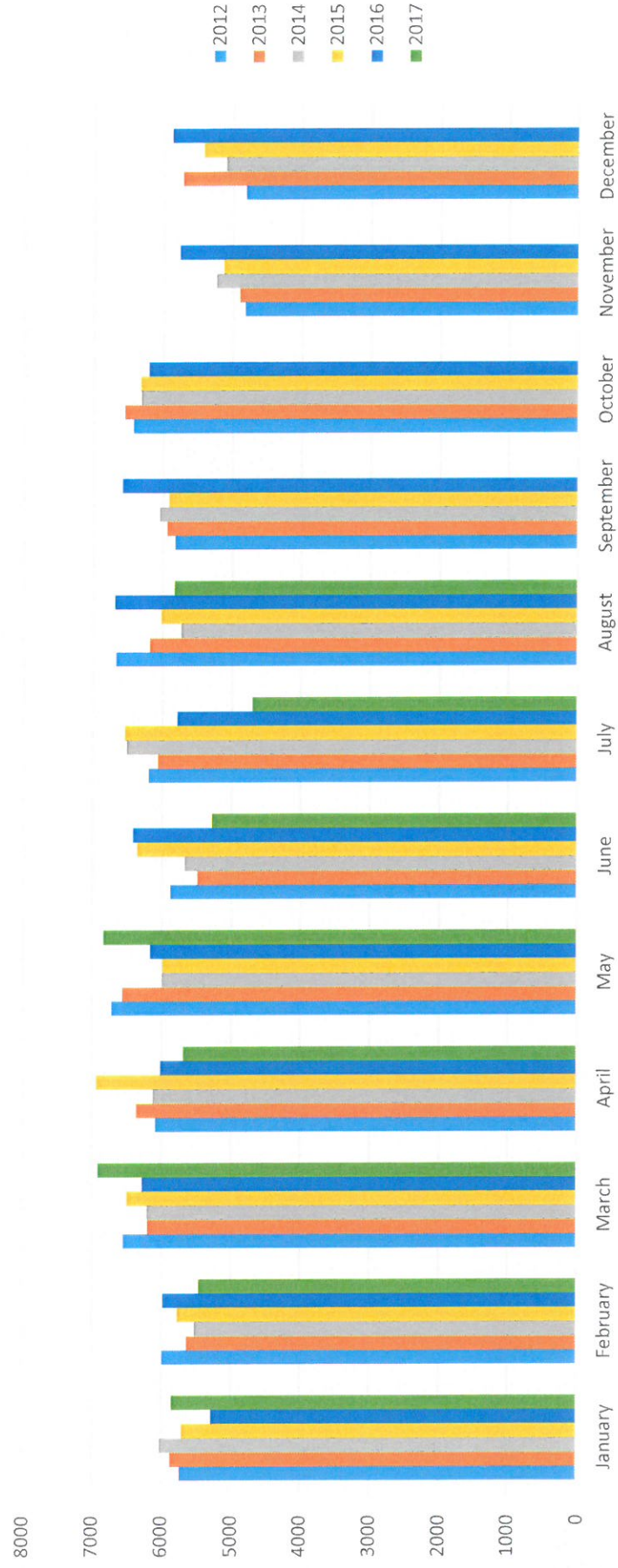
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Nutrition Site Report - August 2017

Day	Date	Total Prepared Hot Meals & Salads	Total Served Hot Meals	Total Served Salads	Total Served Hot Meals & Salads	Non-Senior Donations
Tues	1	71	73	0	73	0.00
Wed	2	96	95	0	95	11.00
Thur	3	66	64	0	64	0.00
Fri	4	79	78	0	78	5.50
Mon	7	90	88	0	88	5.50
Tues	8	78	76	0	76	0.00
Wed	9	107	107	0	107	22.00
Thur	10	69	68	0	68	16.50
Fri	11	88	87	0	87	0.00
Mon	14	79	77	0	77	5.50
Tues	15	84	84	0	84	11.00
Wed	16	87	85	0	85	16.50
Thur	17	59	57	0	57	0.00
Fri	18	49	47	0	47	0.00
Mon	21	91	90	0	90	11.00
Tues	22	70	68	0	68	0.00
Wed	23	115	115	0	115	22.00
Thur	24	55	54	0	54	0.00
Fri	25	75	73	0	73	11.00
Mon	28	84	83	0	83	0.00
Tues	29	87	85	0	85	11.00
Wed	30	120	119	0	119	44.00
Thur	31	60	59	0	59	0.00
Total		1859	1832	0	1832	192.5

	January	February	March	April	May	June	July	August	September	October	November	December
2012	5737	5987	6548	6090	6722	5878	6198	6670	5827	6432	4826	4817
2013	5868	5632	6196	6363	6567	5487	6059	6186	5939	6554	4902	5728
2014	6020	5522	6204	6119	5993	5672	6517	5733	6047	6318	5240	5103
2015	5701	5767	6494	6936	5982	6357	6539	6015	5910	6324	5131	5426
2016	5285	5977	6278	6017	6169	6418	5788	6689	6583	6208	5771	5884
2017	5851	5462	6908	5688	6838	5280	4700	5831				

Historical Sign-In Data



EVENTS COMMITTEE

September 11, 2017

Members in attendance were Kathy Gregory, Bill Goff and Raoul Epling. Mary Tessier was in attendance.

Minutes for the August meeting were approved as written.

1. Sixteen people attended the viewing of "Gifted". The October movie will be "The Founder". Other movie ideas are: "Patriot's Day", "A Dog's Purpose" and "The Last Word".
2. **Classes & Programs:**

There are quite a few people signed up for the Spouse/Partner Loss Support Group, which is scheduled for September 21st – November 9th. The Computer Club is willing to meet later on those Thursdays so that the group can use the whole Conference Room instead of half. Mary will meet with the facilitator on Thursday to go over the room set up. Mary will check with Kathy & Joe to see if they still want to host a Dance Fever Party on October 22nd.

Only two people attended the Papers Crafts class in September. We will try offering the class at the Recreation Center in October to try to attract more people.

The "Distinguished Americans" class with Frank Damon will begin on September 15th. The Sunday Ballroom Dancers are happy to be back at the Senior Center. The Zumba classes may also be moving back to the Senior Center.

The Birthday Club Dinner is full for September.
3. **Presentations:**

The educational session on Wills, Trusts and Estate Planning went well with 38 people in attendance. There are 9 people signed up for the Falls Prevention class entitled "Stepping Out Strong" on September 22nd. The class will include lecture and some strength and balance exercises. We will schedule a session on "Everything You Wanted to Know about Cable" in October.
4. **Trips:**

The final casino trip of the year will be to Graton on October 16th. Everyone enjoyed the "Million Dollar Quartet" trip and the change in the pick-up point to the Senior Center went smoothly. People are slowly signing up for the October 22nd trip to see "Blithe Spirit". Dorothy is receiving registrations for the Horse Race trip, which will benefit AARP. The final trip for 2017 will be to Sacramento for lunch and the "Singing Christmas Tree" show.
5. **Parties:** Mary discussed entertainment options for October with the Committee. We will have Bob Monticelli for an Oktoberfest theme and serve Bratwurst that day. On Columbus Day we will serve Spaghetti & Meatballs and have the Bob Gutierrez Band for dancing and Ron Borelli in the lunch room for Italian accordion music.
6. ***The next Events Committee Meeting will be on October 16th at 1:00 pm. We are cancelling the November & December meetings due to vacations and holidays.***



CITY OF SAN BRUNO

COMMUNITY SERVICES DEPARTMENT

DATE: September 19, 2017
TO: Senior Citizens Advisory Board
FROM: Mary Tessier, Recreation Services Supervisor
SUBJECT: Purchase of Memorial Bench at the Bocce Ball Court

BACKGROUND:

Some of the Horseshoe and Bocce players have expressed interest in honoring Ken Kreisel with a memorial bench. Members of the Horseshoe League donated \$250 in memory of Ken and the Bocce League has also contributed \$250. The bench would be installed at the Bocce Ball court.

DISCUSSION:

Consistent with other memorial benches purchased as memorials, the cost would be \$1,000. This includes the purchase of the bench, the installation and the purchase of the memorial bronze plaque. The synthetic turf for the Bocce court is scheduled to be installed in October. This would provide the opportunity to install the new bench in honor of Ken and all his hard work to keep the Bocce Ball court maintained and the leagues running smoothly.

FISCAL IMPACT:

Staff is requesting \$500 from the Senior Advisory Board Trust Fund be appropriated to fund the balance needed to purchase the bench.

ATTACHMENTS:

None